

The **Parks and Recreation Board** met Monday, September 17, 2012, 4:30pm, in the Council Chambers. Present at said meeting were Karen Springer, Aimee Jacobsen, John MacDonald, Patrick Flannelly and Attorney, Andy Gutwein. Joe Payne, Pennie Ainsworth, Lee Booth, Chris Foley, Brenda Lorenz, Dan Dunten and Cheryl Kolb represented the department. Absent from the meeting were Park Board member Richard Shockley, City Council President Ann Hunt, and Council members Gerald Thomas and Gerry Keen.

Patrick convened the Board at 4:35pm.

The first item of the agenda was the approval of the minutes from the August 20, 2012 meeting. John motioned to approve the minutes. Aimee seconded the motion and the motion carried.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing
- Thanked the Park Board Luncheon sponsors and attendees for another successful luncheon held today at Happy Hollow Park.

Thank You Lunch Sponsors
ADA Consultants of Indiana
American Structurepoint, Inc.
J.L. Anderson Heating & Cooling
Christopher B. Burke Eng., LLC
Butler Fairman and Seufert, Inc.
Coca-Cola Bottling Co., Inc.
CrossRoad Engineers, PC
Freedom Lawns
Greeley and Hansen
INTAC Management Group, LLC
Indiana American Water
O.W. Krohn & Associates, LLP
Lester Recreation Designs
Link Management, Inc.
MBAH Insurance
Milestone Contractors L.P.
Miracle Midwest
Mulhaupt's, Inc.
Parkreation, Inc.
Outpost Catering by Sgt. Preston's
Straight Lines Inc.
TBIRD Design Services Corp.
United Consulting
Wessler Engineering

Assistant Superintendent – Pennie reported on the following:

- Global Fest was cancelled due to weather. The Naturalization Ceremony was held inside on Friday, at Morton, with 80 new citizens sworn in. The money raised this year will be used towards next year's event. We did incur some expenses this year, which

will require additional monies to be raised next year. I would like to thank my committee members for all of their hard work throughout the year. The committee consisted of Karen Springer, who had double duty again this year by taking care of commercial and food vendors; Linda Eales for organizing the Naturalization Ceremony; Tanny Dawson-Snyder for arranging all of the entertainment; Chris Campbell for organizing the volunteers; Nick Schenkel for the Children's Room; Brenda for organizing the cultural booths and Sonya Margerum for handling demonstrations.

- There will be a pre-bid meeting tomorrow on the pool project. Bids will be opened at the September 25 Board of Works meeting. The project is being funded by CDBG funds and our Non-Reverting Capital pool account. CDBG funds will be used for ADA compliance, while NRC funds will be used to expand the shade in the concession stand area.

- Last Wednesday, September 12, the City presented the Preliminary Draft of the Transition Plan. We are asking the public to review the Access Compliance Assessments of Facilities that are available on the City's web page and to inform us if there are any ADA issues for the City. A Public Hearing will be held on Thursday, November 15 at 6:30 pm. The public has until November 21 at 4 pm to make public comments about the Transition Plan.

- Chris and I will be attending the National Recreation and Park Association Congress in Anaheim next month – October 15-19th.

Parks – Lee reported on the following:

- Trail and Playground Inspections are available
- New railings, round-a-bout, painted shelters, and other improvements in HHP
- Working on winterizing the pool
- Everything but the power connection and the final picnic table are complete at the new shelter in the front of HHP
- Repairing equipment as needed
- Grounds maintenance

Recreation Report – Chris reported on the following:

- Registrations are now being accepted for fall classes. Brochures were mailed at the end of August. Priority registration was given to mail-in registrations with all other forms of registration beginning on September 6.
- The fall volleyball program for grades 4, 5 & 6 will start this Saturday, September 22. The Varsity Volleyball coach, Chad Marshall, will have one of his instructors lead the fall volleyball program.
- We are working with Vermont Systems, Inc. to install online registration software at the end of the month. We hope to have online registrations up and running soon after training and testing.

Morton Center – Brenda reported on the following:

- The summer registration total for Morton's classes is 1003 compared to last year's summer total of 970, an increase of 3%.
- Approximately 100 people attended WALLA's political forum on Wednesday, September 5.
- I attended the Farmers Market on September 5 and had the pleasure of discussing our programs with a number of people who stopped by the booth.
- Area IV's Senior Art Show is on display at Morton, room 106, through October 11.

- Art on the Wabash was held yesterday, Sunday, September 16. It was a beautiful day for the event. There was a steady stream of visitors to the park.
- As part of the Coalition for Living Well After 50, we are encouraging everyone to attend the Just Walk event, which is being given on Sunday, October 14. Family friendly activities take place at 1:00 pm and the walk starts at 2:00 pm at the Tippecanoe County Fairgrounds. Participants in the free walk may walk the ½ mile or 2 mile course. Door prizes will be awarded. Pre-registration forms are available at Morton.

Stewardship Manager – Dan reported on the following:

- Happy Hollow Park – involved with installing new landscape beds and working with a contractor to sow grass seed and install erosion control blankets.
- Potential Celery Bog Nature Area Projects:
 - 1) Met with a scout and his father to discuss possible projects he may want to undertake for his Eagle Scout ranking.
 - 2) Spoke to a Purdue University class and the students will be identifying four projects they will assist with this semester.
 - 3) Met with a Purdue University student and we are discussing the possibility of an App (application) for smart phones relating to the Celery Bog Nature Area. You may hear more about this at the October meeting.
- Celery Bog Webcam – had a new camera installed, so we are back up and running again.

Old Business

Wabash Heritage Trail/Tapawingo Extension Plans

Joe reported we have entered into a contract with Milestone Contractors, the lowest responsible and responsive quote, for construction of the extension of the Wabash Heritage Trail from the existing trail between the S.R. 26 bridges and the KBS railroad bridge up to the corner of State Street and Tapawingo Drive. This segment will be the final piece we are constructing for the signing of the four-mile network, with the bid amount coming in at \$118,930.00.

Wabash Heritage Trail Signs

Joe reported there are no new drafts at this time. He thanked those that provided comments. New drafts are being prepared. They will be available for viewing later via email.

Irrigation Proposal from GRLSA

Joe reported we have received an irrigation proposal from the Greater Lafayette Soccer Alliance. Alan Nail, Tippecanoe County Parks & Recreation, provided Joe with a copy of the agreement for irrigation they signed with GLRSA for the Davidson fields. Joe gave a copy to Andy and said we will try to work out an agreement with them. They have an estimate of \$49,000.00 and they are pursuing funding, however, they say they can handle the funding themselves, if need be. If it works out, we will have them proceed with the project.

New Business**LA Gamers Request**

Pennie reported on a request from the LA Gamers, a 13 and under traveling baseball team, requesting use of the Arni Cohen North field for next spring, in March. They would like to have their practices there on Monday, Wednesday and Friday. In March and April, practices would be held in the evenings from 6:30-8:30 pm. During June and July, practices would be held in the mornings. They would also like use of the field on the weekends for double-header games. The base paths would need to be moved for their use. We are currently at 65', and they would need to have them at 80'. Pennie introduced Bob Deering, a representative for the group, and he presented a brief overview of the program. The only additional items he added to Pennie's report were that the group would be responsible for moving/plugging the bases, along with the moving of a portable mound. Due to the necessity of those items, along with field liner, he requested possible storage space for the items. Pennie noted that we do not have storage space at the location, so any possible storage space would have to be negotiated with the Pony League, as they have a storage facility near the field. Pennie recommended we charge a \$500.00 fee for the first year, noting we would evaluate the arrangement after the first year of usage. Discussion followed. The group agreed to provide us with the Standard Certificate of Liability Insurance, naming us as an additional insured. John motioned to approve the usage of the North Arni Cohen field for one season at a rate of \$500.00. Karen seconded the motion, and the motion carried.

Zumba Proposal

Brenda presented a request from Rachael Berard to hold a Zumbathon to raise money for breast cancer. The two-three hour event would be held in mid-October at Morton Community Center. Individuals wanting to participate would be charged a fee. She is requesting the fee for usage of the multipurpose room, which would amount to approximately \$150.00 be waived so that all proceeds could go to the Susan G. Komen For the Cure organization. Rachael provided additional information for the event. She is currently thinking of charging a \$12.00 fee for at-the-door tickets and presale tickets at \$10.00 each. She noted 75% of the proceeds would go to the organization, with the additional 25% going towards any out-of-pocket expenses that might incur for the event. If those expenses were less than 25%, 100% of the remaining monies would go to the organization. Discussion followed. Aimee motioned to allow the Zumbathon to take place at Morton Community Center in mid-October, with a fee of \$28.00/hr. and \$5.00/hr. for the use of air conditioning, with West Lafayette Parks & Recreation named as co-sponsor of the event. Karen seconded the motion, and the motion carried.

BPR 1-12

Joe presented a transfer of funds from the Park Board Fund, Account 3-120, Parks Salaries: Part-Time \$11,952.00 to two different accounts. The first being Account 3-312 Parks Consulting, \$8,200.00 to cover a contract to Wahl Architecture, which we are asking for approval of, for the conversion of the temporary Fire Station to new Parks & Recreation offices. The current time frame is to complete the design process this year. The remaining funds of \$3,752.00 will be transferred to Account 3-443 Parks Office Equipment to cover the new Point of Sale software, which will replace the cash register at Riverside Skating Center, and for Mobile RecTrac, registration software designed for smart phone users. Chris provided additional information regarding both items. Aimee

motioned to approve BPR 1-12 as presented. John seconded the motion, and the motion carried.

Wahl Architecture Proposal

Joe requested approval of the proposal from Wahl Architecture for the designing of the new office space for the department at the temporary Fire Station location on Kalberer Road. The principal architect is \$125.00 per hour; the CAD draft person is \$50.00 per hour; it would be a not to exceed amount of \$8,200.00 and that would include a reimbursable allowance of \$500. Once approved, we will proceed with the purchase order and begin working with them on the design project. Aimee motioned to approve the proposal from Wahl Architecture. Karen seconded the motion, and the motion carried.

Black Light Glow in the Dark

Joe presented a request for a special event on November 10 for a Black Light Glow in the Dark event. Discussion followed. The Board consensus was to table the item until a representative from the organization could be at the next meeting to address Board questions and concerns.

Bike Polo Club Request

Joe presented a request he received this afternoon. Thomas Richardson of the Lafayette Bike Polo Club sent an email hoping to host on November 10 at Riverside Skating Center, a tournament of the same format executed in the past, a one-day tournament starting at 9:00 am and ending shortly after dusk. Based on the past two events the organization has had through us, there have not been any problems associated with the group. Discussion followed. Aimee motioned to approve the request based on the same terms we had with previous events. Karen seconded the motion, and the motion carried.

Joe also mentioned there is another group, the Wildcat Creek Wildlife Rehabilitation Group that would like to use Tapawingo Park, Happy Hollow Park or somewhere else to do a charity run, which is not an exclusive event, but they have not picked the location. They have expressed more interest in Happy Hollow Park, using the new trail system there.

West Lafayette School Board – Karen reported the following:

- We are awaiting results of last Friday's student count, an all-day membership count. Preliminary numbers given at last Wednesday's School Board meeting shows we are up about seventy students.
- The State is financing a larger portion of all-day Kindergarten this year, as previously mentioned. We now have eight sections of Kindergarten, seven of which are all-day Kindergarten.
- We are moving ahead with building a concession stand at the softball fields, and restroom facilities there. Three quarters of the funding is coming from the Athletic Boosters of the Athletic Department, with one quarter coming from the Capital Projects Fund. The intent is to have it ready by next spring.

Wabash River

Andy reported the next meeting is later this week. As mentioned before, some additional properties were acquired in the Canal Road area that could potentially be a future entrance into a riverfront area. Joe reported Lafayette has added a nice little trailside park with a parking area off of 9th Street just south of the golf course for people wanting to use the trail system.

Other

Jan Meyers introduced herself and addressed a couple of issues. She noted that she has been very active in tree planting for years. She knows there is a Project Learning Tree in the schools but is not aware who is doing it in the West Lafayette schools. She noted that she, along with Mary Cutler and several others, are instructors with the program. She would like to urge a combination of this Board, the various committees in the community, along with the schools, including the West Lafayette Parks & Recreation department, to be involved and learn how to plant acorns and walnuts. In the future, these groups could learn to plant trees for the City.

Jan complimented Pennie for her role as ADA Coordinator for the City. She also mentioned she has been working with Betina, the Mayor's assistant, to work through some ADA concerns.

Jan shared concerns regarding the Indian Trail entrance to Happy Hollow Park. She and some of her neighbors are concerned with the trail in regards to wheelchair and stroller use.

Pay Claims

Karen motioned for claims to be paid. John seconded the motion, and the motion carried.

Adjourn

John motioned to adjourn the meeting. Karen seconded the motion, and the meeting adjourned at 5:10pm.

Presiding Officer

Secretary

Reminder – The Park Board meeting next month, October 15, will be at Riverside Skating Center.